



Ryan White Title I HIV Health Services Planning Council

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PLANNING COUNCIL MEETING MINUTES

Thursday, May 9, 2002
4:00 p.m. to 6:00 p.m.
HIV Care Directions
1366 East Thomas
Phoenix, AZ

Approved

The following provides a written summary of minutes recorded. To listen to the official recorded minutes contact Planning Council Support. The tapes will be provided for review.

MEMBERS, GUESTS and STAFF

Jim Allender	Larry Fisher	Brenda Hope	Cris Ramos
Elizabeth Ashby	Deborah Frusciano	Peter Houle	Larry Stähli
Donna Bryant	Juan Guevara	Carlos Jorge	Keith Thompson
Lee Cox	Marlon Guzman	Mark Kezios	Jonathan Weisbuch
Marti Cutler	George Garcia	David Paquette	John Wynant
Debby Elliott	Brian Hanna	Connie Peters	11 Guests

Absent:

Mary Jo Buerger (ex)	Laura Kroger (ex)	Stephen O'Dell (ex)	Mary Rose Wilcox
Dan Free (ex)	Nellie Nelson	Jill Rissi	Marla Wing (ex)
Barr Jenkins	Sandra Norman (ex)	Louie Tapia	

WELCOME and INTRODUCTIONS

Donna Bryant called the meeting to order at 4:11 p.m. Members, guests, and staff introduced themselves.

ADMINISTRATIVE UPDATE

Brian Hanna presented the following:

- The proposals submitted in response to the RFP for Outreach to the Hispanic population were reviewed today. The agency selected as the contractor for this service will be notified tomorrow morning.
- Notification has been received regarding the Health Resources and Services Administration (HRSA) Grantee Conference, which will be held in August in Washington DC.
- Documentation of "Conditions of Award" is in process. This HRSA required information is due in June.
- As explained by David Paquette, the Maricopa County Department of Public Health has been awarded a grant to integrate Hepatitis C education, messages, and materials into the

world of HIV. There will be a one-day training session for outreach workers and individuals involved in counseling and testing, surveillance, and individuals who have contact with individuals who are infected or who are at risk for infection.

DETERMINATION OF QUORUM and REVIEW OF MINUTES

Donna determined that quorum was present.

Minutes from the meeting held on April 11, 2002 were reviewed. Larry Stähli motioned to accept the minutes as written. Mark Kezios seconded the motion.

OUTCOME: The motion passed unanimously.

CHAIR UPDATE

Donna Bryant presented the following:

- A contractor has been selected to complete the 2001-2002 Needs Assessment. Larry Stähli will provide more information about this item during Committee Reports. The contractor will be contacting service providers for information to help complete the assessment, and everyone's assistance is appreciated. The contractor is the Language, Culture, and Health Institute, and they have 74 days to complete this project.
- Results from the evaluation of the Annual Retreat were revealed. Although one person expressed that the retreat was less than beneficial, the overall rating of the retreat was satisfactory.
- Some Planning Council members are participating in the RARE (Rapid Assessment Response Evaluation) project, which is a needs assessment being conducted in communities of color.
- Members should have received a draft of the proposed Planning Council Bylaws, which will be reviewed later during this meeting.

PRESENTATION – AN EXERCISE ON CROSS CULTURAL VALUES CONFLICT

Jim Allender, from the AIDS Education Training Center (AETC) in Tucson, led meeting participants in a cultural competency exercise to examine the possibilities that arise from a problem in communication.

Participants reviewed a scenario, separated into small groups for discussion, and regrouped to discuss the scenario.

COMMITTEE REPORTS

Allocations

Larry Stähli reported that the Committee met on Tuesday, but did not have quorum. The committee continued working on secondary service category definitions. The next Allocations Committee meeting has been scheduled for June 4, 2002, and hopefully the proposed definitions will be approved by the committee, and then submitted for Planning Council approval.

Community Planning & Assessment

Larry Stähli reported that the Language, Culture and Health Institute has been selected to complete the Needs Assessment of individuals who know they are HIV positive, but do not

access primary health care. Letters will be sent to service providers asking for full cooperation with the development of the needs assessment.

Consumer Advocacy

Lee Cox reported that the Committee discussed compiling a consumer guide that would include definitions of services available, consumer rights and responsibilities, and grievance information. The Committee decided that all community forums would begin with an explanation of the Arizona Open Meeting Law, and end with a "success story" to encourage attendee self-empowerment. Future meeting ideas include role-playing, and presentations about co-infection, STDs, and complementary/alternative therapies. The next Consumer meeting is at 11:30 a.m. on May 22, 2002 at Trinity Cathedral.

Membership

Connie Peters reported that the Committee reviewed applications for membership and selected several nominees for Planning Council membership

Rules

Larry Stähli narrated a presentation from the Rules Committee outlining changes to the Bylaws.

Following the presentation, there was considerable discussion about the proposed Bylaws.

John Wynant motioned to accept the proposed Bylaws as written. Jonathan Weisbuch seconded the motion. There was a friendly amendment, which was accepted. The subsidiary motion was to change the wording in Article V, Section 4. to read "While the Council will strive for consensus, official actions of the Council and all committees, **except as noted in Article XVI, Section 2**, shall be determined by a simple majority vote of the quorum. A roll call vote shall be taken when requested by any member in attendance."

OUTCOME: The motion passed unanimously.

There was another friendly amendment to change the wording in Article XIV, Section 4, to read "All Council members with a **specific** conflict of interest shall abstain from voting on issues that directly relate or appear to relate to an action which may result, or appear to result in personal, organizational or professional gain." which was not accepted.

After considerable discussion, Mark Kezios made an incidental motion to call the original motion to vote. John Wynant seconded the motion.

OUTCOME: The motion passed with 13 in favor, 3 opposed.

The original motion to accept the proposed Bylaws (now amended) was called to vote.

OUTCOME: The motion passed with 14 in favor, 1 opposed, 1 abstention.

The Bylaws will be forwarded to the Board of Supervisors for approval.

CALL TO PUBLIC

- The Rules Committee Chair and Vice Chair were acknowledged for their work on the Bylaws.
- A meeting participant expressed that she took offense at a comment made by the Council Chair.

- It was announced that on Tuesday, May 21, 2002, fifty-four local restaurants would be participating in Dining Out for Life, and information about the event would be sent to everyone.
- In response to an earlier comment, it was noted that this Council would have disagreements from time to time. It was also noted that the process that took place at this meeting followed parliamentary procedures.
- It was announced that on May 21, 23, 28, 29 and 30, 2002 the Improbable Theatre, featuring one of our Council members, would be performing at the Herberger Theatre during lunch. Tickets are \$5.
- It was announced that Body Positive's Night for Life would take place on Saturday night at the Phoenician Resort.

ADJOURN

Mark Kezios motioned to adjourn the meeting, and Marlon Guzman seconded the motion.